



**TOWN OF GRAFTON**  
GRAFTON MEMORIAL MUNICIPAL CENTER  
30 PROVIDENCE ROAD

GRAFTON, MASSACHUSETTS 01519  
(508) 839-5335 ext 1100 • FAX (508) 839-4602  
[www.grafton-ma.gov](http://www.grafton-ma.gov)

**BOARD OF SELECTMEN  
MEETING AGENDA**

April 10, 2018  
Municipal Center, Conference Room A  
7:00 p.m.

**CALL TO ORDER**

**ANNOUNCEMENTS**

**1. SCHEDULE**

**2. RESIGNATIONS**

**3. APPOINTMENTS**

a) **Board of Selectmen:**

b) **Town Administrator:**

Seasonal Cemetery Laborer Position – Adam Charielle

Seasonal Cemetery Laborer Position – Robert McKanobb

**4. NEW BUSINESS**

a) Review and Vote to Sign – May 14, 2018 Annual Town Meeting Warrant

b) Review and Vote to Sign – May 14, 2018 Special Town Meeting Warrant

**5. SELECTMEN REPORTS / TA REPORTS**

**6. CORRESPONDENCE**

**7. DISCUSSION**

**8. MEETING MINUTES**

a) Board of Selectmen Meeting – April 03, 2018

## **EXECUTIVE SESSION**

MGL Chapter 30A, Sec. 21(3)

Litigation Update

Litigation Strategy

Union Negotiations

Land Negotiation

Non Union Negotiations

Strategy for Negotiations

Minutes

## **ADJOURN**

**SCHEDULE ITEM 3B: APPOINTMENTS: SEASONAL CEMETERY  
LABORER POSITION – ADAM CHARIELLE**

*If the Board would like to vote in support of the appointments:*

I MOVE the Board vote to affirm the Town Administrator's appointment of Adam Charielle and Robert McKanobb as a Seasonal Cemetery Laborer.

**NOTES:**

The candidates were chosen by Philip Johnson, Superintendent of Parks and Cemeteries and recommended by DPW Director Paul Cournoyer.



**GRAFTON**  
Massachusetts

Nicole Larson <larsonn@grafton-ma.gov>

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## FW: Cemetery Seasonal Laborers

Nicole Larson <larsonn@grafton-ma.gov>  
To: Nicole Larson <larsonn@grafton-ma.gov>

Tue, Apr 10, 2018 at 11:57 AM

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**From:** Paul Cournoyer [mailto:cournoyerp@grafton-ma.gov]  
**Sent:** Thursday, April 5, 2018 1:09 PM  
**To:** Tim McInerney; Rebecca Meekins  
**Subject:** Cemetery Seasonal Laborers

Tim/Becca,

The two applicants Phil has chosen for the seasonal cemetery laborer positions are Adam Charielle and Robert McKanobb. Can the BOS approve their appointment at the next meeting.

Roberts lives at [REDACTED] and is very enthusiastic about coming to work for the cemetery and parks department. He is graduating from high school this year and will be furthering his education this coming fall and plans to return for summers in between his college semesters.

Adam is 19 years old and lives at [REDACTED] in Sutton. He graduated from high school last year and is currently enrolled in Quinsigamond Community College. His classes end May 8th and he is willing to start immediately after the conclusion of the semester. He also plans to return in between semesters as he continues his education in business management.

Thanks

Paul F. Cournoyer

Town of Grafton

Director of Public Works

30 Providence Road

Grafton, MA.01519

508-839-8526 cournoyerp@grafton-ma.gov

  @TownofGraftonMA

**NEW BUSINESS ITEM 4A: VOTE TO REVIEW AND SIGN – MAY 14,  
2018 ANNUAL TOWN MEETING WARRANT**

*If the Board is in favor of approving the drafted warrant:*

I MOVE the Board vote to sign the May 14, 2018 Annual Town Meeting Warrant.

**NOTES:**

Town Counsel has reviewed the language of the warrant as well as Bond Counsel.

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF GRAFTON  
ANNUAL TOWN MEETING – May 14, 2018  
WARRANT**

**Worcester, ss:**

**To Any of the Constables of the Town of Grafton, in the County of Worcester**

**GREETING:**

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Grafton, qualified to vote in elections and Town affairs, to meet in the Grafton High School Auditorium at the Grafton High School on Monday, the Fourteenth Day of May, 2018 at Seven Thirty O'clock PM (7:30PM) and act on the following articles, to wit:

**ARTICLE 1. HEAR REPORTS OF OFFICES, BOARDS AND COMMITTEES**

To hear the reports of the several Town Officers, Boards and Committees, or to take any other action relative thereto.

Submitted by: Town Administrator

**ARTICLE 2. APPOINT TRUSTEE OF NELSON PARK AND MEMORIAL**

To see if the Town will vote to appoint a Trustee of the Nelson Park and Memorial Library and Building Fund for a term of three years, or to take any other action relative thereto.

Submitted by: Nelson Park and Memorial Trustees

**ARTICLE 3. TOWN'S SHARE OF NET OPERATING COSTS – BLACKSTONE VALLEY VOCATIONAL REGIONAL SCHOOL DISTRICT**

To see if the Town will vote to raise and appropriate \$742,565, or any other amount, for the purpose of paying the Town's share of the net operating costs of the Blackstone Valley Vocational Regional School District (the "District") for the Fiscal Year commencing July 1, 2018, or take any other action relative thereto.

Submitted by: Blackstone Valley Vocational Regional School District Committee

**ARTICLE 4. BLACKSTONE VALLEY VOCATIONAL SCHOOL – PRINCIPAL AND INTEREST**

To see if the Town will vote to raise and appropriate \$51,435, or any other amount, to fund the principal and interest costs for FY19 to be incurred by the Blackstone Valley

Vocational Regional School District for its capital expansion project, or take any other action relative thereto.

Submitted by: Blackstone Valley Vocational Regional  
School District Committee

#### **ARTICLE 5. FY19 BUDGETS**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds in the Treasury, the sum of money to fund the recommended budget by the Town Administrator as shown in the Finance Committee's printed report for the several Town Departments for the Fiscal Year beginning July 1, 2018, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 6. FUND FY19 CAPITAL EXPENDITURE BUDGET**

To see if the Town will vote to appropriate a sum of money from free cash, and transfer a sum of money from available sources, for the purposes of funding the FY19 Capital Expenditure Budget, said sum to be spent under the direction of the Board of Selectmen and Town Administrator, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 7. TRANSPORTATION BOND BILL**

To see if the Town will vote to appropriate a sum of money for State-Aid Highway purposes, as requested by the Board of Selectmen, to be reimbursed from the Commonwealth under the provisions of the Transportation Bond Bill, so-called, and amendments thereto, for roadway construction, reconstruction and improvements, including surface treatments and other work incidental to the above, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 8. AUTHORIZE BOARD TO ACCEPT & ENTER INTO CONTRACTS**

To see if the Town will vote to authorize the Board of Selectmen to accept and enter into contracts for the expenditure of any funds allotted by the Commonwealth of Massachusetts for construction, reconstruction, or improvements to public roads, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 9A. REAUTHORIZE REVOLVING ACCOUNTS**

To see if the Town will vote to amend Chapter 20 of the Town of Grafton General Bylaws by adding a new Article 39 to establish and authorize revolving funds for use by certain Town departments, boards, committees, agencies or officers under G.L. c. 44, § 53E½, in the Town of Grafton as follows:

## ARTICLE 39

### REVOLVING FUNDS

#### **Section 1. Purpose.**

- a. This by-law establishes and authorizes revolving funds for use by Town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges, or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under, and governed by, General Laws Chapter 44, § 53E½.

#### **Section 2. Expenditure Limitations.**

- a. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:
  - (i) Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund [, except for those employed as school bus drivers<sup>2</sup>].
  - (ii) No liability shall be incurred in excess of the available balance of the fund.
  - (iii) The total amount spent during a fiscal year shall not exceed the amount authorized by Town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the select board and finance committee.

#### **Section 3. Interest.**

- a. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.

#### **Section 4. Procedures and Reports.**

- a. Except as provided in General Laws Chapter 44, § 53E½ and this by-law, the laws, charter provisions, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies, and the expenditure and payment of Town funds, shall apply to the use of a revolving fund established and authorized by this by-law. The Town accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund, and the balance available for expenditure in the regular report that the Town accountant provides the department, board, committee, agency or officer on appropriations made for its use.

#### **Section 5. Authorized Revolving Funds.**

This Table establishes:

- a. Each revolving fund authorized for use by a town department, board, committee, agency or officer;
- b. The department or agency head, board, committee or officer authorized to spend from each fund;



- c. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the town accountant;
- d. The expenses of the program or activity for which each fund may be used;
- e. Any restrictions or conditions on expenditures from each fund;
- f. Any reporting or other requirements that apply to each fund, and
- g. The fiscal years that each fund shall operate under this by-law.

<b>Board/Department/Officer authorized to expend:</b>	<b>Revenue Source</b>	<b>Funds may be expended only for:</b>	<b>FISCAL YEARS</b>
Town Administrator	Rent and Utilities	One Grafton Common maintenance	Fiscal Year 2019 and subsequent years
School Department	State and Federal Grants	Staff Development Workshops	Fiscal Year 2019 and subsequent years
School Department	Tuition Payments	Early Childhood Programs	Fiscal Year 2019 and subsequent years
School Department	Out of district fees	Out of district transportation	Fiscal Year 2019 and subsequent years
School Department	Sale of Surplus	Education Tablets & Laptops	Fiscal Year 2019 and subsequent years
Council on Aging	Ridership fees	Elder Bus Transportation	Fiscal Year 2019 and subsequent years
Conservation Commission	Filing Fees	Expenses related to duties	Fiscal Year 2019 and subsequent years
Fire Department	Inspection Fees	Fire Sprinkler System Review	Fiscal Year 2019 and subsequent years
Board of Health	Medicare Part 855B	Vaccine Administration	Fiscal Year 2019 and subsequent years
Board of Health	Community Nursing Gift Account	CPR and Sharps Containers	Fiscal Year 2019 and subsequent years
Board of Health	Tufts Biomedical Inspections	Inspections at Tufts University	Fiscal Year 2019 and subsequent years
Board of Health	Septic Plan Review	Central MA Regional Health Alliance Septic Plan Review	Fiscal year 2019 and subsequent years

<b>Board/Department/Officer authorized to expend:</b>	<b>Revenue Source</b>	<b>Funds may be expended only for:</b>	<b>FISCAL YEARS</b>
Board of Health	Soil Testing	Central MA Regional Health Alliance Soil Testing	Fiscal year 2019 and subsequent years
Board of Health	Well Review	Central MA Regional Health Alliance Well Review	Fiscal year 2019 and subsequent years
South Grafton Community House	Rental fees	Maintenance and upkeep	Fiscal Year 2019 and subsequent years
Library	Lost Book fees	Replacement of materials	Fiscal Year 2019 and subsequent years
Council on Aging	Program Fees	Program Funding	Fiscal Year 2019 and subsequent years
Conservation Commission	Storm Water Bylaw	Expenses for Administration	Fiscal Year 2019 and subsequent years
Library	User fees	Replenishing materials	Fiscal Year 2019 and subsequent years

Or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 9B. AUTHORIZE SPENDING LIMITS FOR REVOLVING ACCOUNTS**

To see if the Town will vote to authorize the total expenditures for the following revolving funds pursuant to G.L. c44 Section 53E ½ for the fiscal year beginning July 1, 2018, to be expended in accordance with the bylaws heretofore approved.

<b>Board/Department/Officer authorized to expend:</b>	<b>Spending Limit</b>
Town Administrator	\$200,000
School Department	\$10,000
School Department	\$200,000
School Department	\$50,000
School Department	\$50,000
Council on Aging	\$35,000
Conservation Commission	\$25,000
Fire Department	\$10,000
Board of Health	\$20,000
Board of Health	\$5,000
Board of Health	\$10,000

<b>Board/Department/Officer authorized to expend:</b>	<b>Spending Limit</b>
Board of Health	\$20,000
Board of Health	\$20,000
Board of Health	\$5,000
South Grafton Community House	\$20,000
Library	\$5,000
Council on Aging	\$35,000
Conservation Commission	\$10,000
Library	\$10,000

or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 10. SPECIAL EDUCATION RESERVE FUND**

To see if the Town will vote to accept the provisions of Chapter 40, Section 13E, of the General Laws to create a Special Education Reserve Fund, consistent with the vote of the Grafton School Committee, for future payments of unanticipated or unbudgeted costs of special education, or out-of-district tuition or transportation, provided, however, that the monies in such fund shall be expended only with the approval of the School Committee and the Board of Selectmen, or take any other action relative thereto.

Submitted by: Board of Selectmen

#### **ARTICLE 11. TRANSFER OF FUNDS TO SPECIAL EDUCATION RESERVE FUND**

To see if the Town will vote to transfer a sum of money from available sources to the Special Education Reserve Fund, or take any other action relative thereto.

Submitted by: Board of Selectmen

#### **ARTICLE 12. FIRE DEPARTMENT INSURANCE SUPPLEMENT**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the purposes of funding the Fire Department Insurance Supplement established under Article 15 of the March 16, 1987, Special Town Meeting, which is used for the purposes of paying not more than 75.00% of a firefighter's gross pay in case of injury while on duty as specified in Article 15 of the March 16, 1987, Special Town Meeting, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 13. AUTHORIZE TREASURER/COLLECTOR TO BORROW MONEY**

To see if the Town will vote to authorize the Treasurer/Collector, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2018, in accordance with the provisions of the Massachusetts General Laws, Chapter 44, Section 4, and amendments thereto, and to issue a note or notes as may be given for a period of less than one year in accordance

with Massachusetts General Laws, Chapter 44, Section 17, and amendments thereto, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 14. AUTHORIZATION TO BORROW FOR CABLE STUDIO**

To see if the Town will vote to appropriate a sum of money to fund the construction and renovation of a new Grafton Cable Studio, to be located at 26 Providence Road, Grafton, Massachusetts, including all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 15. UNEMPLOYMENT COMPENSATION**

To see if the Town will vote to raise and appropriate \$145,000, said sum to be added to the Unemployment Compensation Account, for the purposes of paying Unemployment Compensation expenses of the Town, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 16. FUNDING FOR TRANSPORTATION SERVICES FROM WRTA**

To see if the Town will vote to authorize the Board of Selectmen to request the funding of transportation services from the WRTA, and to contract for and provide elderly bus services for the Town of Grafton for the period of July 1, 2018, through June 30, 2019, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 17. SALE OF SURPLUS PROPERTY**

To see if the Town will vote to authorize the Board of Selectmen, pursuant to Article 4, Section 9, of the Town By-Laws, to sell certain items under such terms and conditions as it deems appropriate, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 18. CPC – ADMINISTRATIVE RESERVE**

To see if the Town will vote to appropriate the sum of \$24,000 from the fiscal year 2019 Community Preservation Fund Balance for CPC Purposes, for the purpose of funding the operating budget of the Community Preservation Committee, or take any other action relative thereto.

Submitted by: Community Preservation Committee

#### **ARTICLE 19. CPC – PELL FARM BOND PAYMENT**

To see if the Town will vote to appropriate the sum of \$82,350 from the Community Preservation Open Space Reserve account, for the purpose of making the ninth interest

and principle payment on the \$1.2 million bond issued for the purchase of the Pell Farm property, or take any other action relative thereto.

Submitted by: Community Preservation Committee

#### **ARTICLE 20. CPC – GRAFTON TOWN HOUSE BOND PAYMENT**

To see if the Town will vote to appropriate the sum of \$73,350 from the Community Preservation Historic Preservation Reserve account, for the purpose of making the third interest and principle payment on the \$1.1 million bond issued for the renovation of the Grafton Town House, or take any other action relative thereto.

Submitted by: Community Preservation Committee

#### **ARTICLE 21. CPC – AFFORDABLE HOUSING TRUST**

To see if the Town will vote to transfer the sum of \$48,567 from the CPA Affordable Housing Reserve account to the Grafton Affordable Housing Trust, with such funds to be used in accordance with the CPA guidelines for community housing, or take any other action relative thereto.

Submitted by: Community Preservation Committee

#### **ARTICLE 22. CPC – INSTITUTE WOODS RECREATION TRAIL FEASIBILITY STUDY**

To see if the Town will vote to appropriate the sum of \$14,000 from the CPC Undesignated Fund Balance account, for the purpose of the Institute Woods Recreation Trail Feasibility Study, or take any other action relative thereto.

Submitted by: Community Preservation Committee

#### **ARTICLE 23. FIRE DEPARTMENT RETIREMENT ACCOUNT**

To see if the Town will vote to transfer a sum of money from Fire Department Personnel Services to fund the Fire Department Retirement account, or to take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 24. FIRE HYDRANTS– GRAFTON WATER DISTRICT**

To see if the Town will vote to accept the following hydrants from the Grafton Water District,

- #682 Powerline Drive
- #683 25 Trinity Avenue
- #686 Willard Road

or take any other action relative thereto.

Submitted by: Town Administrator

## ARTICLE 25. PROPOSED AMENDMENTS TO THE GRAFTON ZONING BY-LAW

To see if the Town will vote to amend ZBL Section 5.10.2. Definitions, within Section 5.10 entitled Medical Marijuana and Marijuana Establishments of the Zoning By-Laws by amending and/or adding definitions as follows (deletions by strikethrough and insertions by underline):

Cannabis Control Commission (CCC) Regulations: Regulations promulgated by the Cannabis Control Commission filed on March 9, 2018 and effective on March 23, 2018 under 935 CMR 500.000 as may be amended from time to time.

Independent Marijuana Testing Laboratory: A laboratory that is licensed by the Commission and is: (i) accredited to the most current version of the International Organization for Standardization 17025 (ISO/IEC 17025:2017) by a third-party accrediting body that is a signatory of the International Laboratory Accreditation Accrediting Cooperation ~~with a~~ mutual recognition arrangement, or that is otherwise approved by the Commission; (ii) independent financially from any Medical Marijuana Treatment Center (RMD), Marijuana Establishment or any licensee ~~or marijuana establishment~~ for which it conducts a test; and (iii) qualified to test cannabis or marijuana in compliance with 935 CMR 500.160 and M.G.L. c. 94C, Section 34, ~~regulations promulgated by the Commission pursuant to this chapter~~

Marijuana Establishment: a Marijuana Cultivator, Craft Marijuana Cooperative, Independent Testing Laboratory, Marijuana Product Manufacturer, Marijuana Retailer, Marijuana Research Facility, Marijuana Transporter, or any other type of licensed marijuana-related businesses, except a medical marijuana treatment center.

Marijuana Cultivator: an entity licensed to cultivate, process, and package marijuana, ~~to deliver marijuana to marijuana establishments,~~ and to transfer marijuana to other marijuana establishments, but not to consumers. A Craft Marijuana Cooperative is a type of Marijuana Cultivator.

Marijuana Retailer (MR): an entity licensed to purchase and transport ~~deliver~~ cannabis or marijuana product ~~and marijuana products~~ from Marijuana Establishments and to ~~deliver,~~ sell, or otherwise transfer this product ~~marijuana and marijuana products~~ to Marijuana Establishments and to consumers; and from offering cannabis or marijuana products for the purpose of on-site social consumption on the premises of a Marijuana Establishment.

Marijuana Transporter: an entity, not otherwise licensed by the Commission, that is licensed to purchase, obtain, and possess cannabis or marijuana product solely for the purpose of transporting, temporary storage, sale and distribution to Marijuana Establishments, but not to consumers. Marijuana Transporters may be an Existing Licensee Transporter or Third-Party Transporter.

Marijuana Microbusiness: a co-located Marijuana Establishment that can be either Marijuana Cultivator or Product Manufacturer or both (up to 5,000 square feet), in compliance with the operating procedures for each license. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments.

Research Facility means an entity licensed to engage in research projects by the Commission.

Marijuana Standards Testing Laboratory: an entity that would otherwise qualify to be an independent testing laboratory but instead performs blind tests to verify the results of an independent testing laboratory at the request of the Commission.

or take any other action relative thereto.

Submitted by: Planning Board

#### **ARTICLE 26. PROPOSED AMENDMENTS TO THE GRAFTON GENERAL BY-LAW**

To see if the Town will vote to amend ZBL Section 9.4. Permitted Uses of the Zoning By-Laws by adding a new Section 9.4.F to permit Marijuana Testing Facilities and Laboratories as a permitted use as indicated by within the Campus Development Overlay District as follows:

**9.4.F.** Independent Marijuana Testing Laboratory, Marijuana Standards Laboratory, Marijuana Research Facility, as defined in Section 5.10.2 of the Zoning By-laws.

or take any other action relative thereto.

Submitted by: Planning Board

#### **ARTICLE 27. PROPOSED AMENDMENTS TO THE GRAFTON ZONING BY-LAW**

To see if the Town will vote to amend ZBL Section 3.2.3.1, Use Regulation Table of the Zoning By-Laws, to add the following uses as follows:

##### **PRINCIPAL USES**

##### **DISTRICTS**

<b>Business Uses</b>	<b>A</b>	<b>R40</b>	<b>R20</b>	<b>RMF</b>	<b>NB</b>	<b>CB</b>	<b>I</b>	<b>OLI</b>	<b>VMU</b>	<b>FP</b>	<b>WSPO</b>
<b>33. <u>Marijuana Microbusiness</u></b>	N	N	N	N	N	N	S	S	N	-	---
<b>34. <u>Marijuana Research Facility</u></b>	N	N	N	N	N	N	S	S	N	-	---

Business Uses	A	R40	R20	RMF	NB	CB	I	OLI	VMU	FP	WSPO
35. <u>Marijuana Standards Testing Laboratory</u>	N	N	N	N	N	N	S	S	N	-	---
36. <u>Marijuana Transporter</u>	N	N	N	N	N	N	S	S	N	-	---

N = Prohibited

S = Special Permit

or take any other action relative thereto.

Submitted by: Planning Board

## ARTICLE 28. PROPOSED AMENDMENTS TO THE GRAFTON ZONING BY-LAW

To see if the Town will vote to amend ZBL Section 4.2.5 Special Cases of the Zoning By-Laws by adding a new Section 4.2.5.3 to permit shared parking through the issuance of a special permit as follows:

4.2.5.3 Shared Parking. Shared parking is the approved use of the same off-street parking spaces for two or more uses where peak parking demand of the different uses occurs at different times of the day, or, where various uses are visited without moving the automobile; and, where the division of parking spaces is a net decrease from the combined total of each use's individual off-street parking requirements, if required separately.

4.2.5.3.1 Requirements and Criteria. Shared parking arrangements are subject to review and approval by the Planning Board subject to the following requirements and criteria:

- a. Submission of a reciprocal agreement executed by the owners and operators of the different sources or uses ensuring the long-term joint use of such shared parking, and defining the terms upon which the parking is shared;
- b. If required by the Planning Board information concerning the following may be requested:
  1. the hours of operation and parking demand for each use;
  2. the hours of peak demand for parking;
  3. a description of the character of the land use and the parking patterns of adjacent uses;
  4. an estimate of the anticipated turnover in parking space use over a 24-hour period of time;
  5. a site plan showing all proposed parking spaces, including the shared use spaces in the lot and the walking distance to the uses sharing the lot; and



6. any other information concerning parking deemed necessary by the Planning Board to render a decision.

or take any other action relative thereto.

Submitted by: Planning Board

## **ARTICLE 29. PROPOSED AMENDMENTS TO THE GRAFTON ZONING BY-LAW**

To see if the Town will vote to amend the following sections Zoning By-Laws (ZBL) by deleting references to the size and number of documents submitted to applicable permitting boards and by adding language stating the size and number of copies to be provided on application forms as follows (deletions in ~~strikethrough~~, new language underlined):

### **Section 1.3.3.3.d.) Site Plan Review**

1.3.3.3.d.) A Site Plan prepared by a professional architect or registered professional engineer, at a scale of one inch equals forty feet (1" = 40'), or at such other scale as may be necessary to show all detail clearly and accurately. Sheet sizes shall not exceed twenty-four inches by thirty-six inches (24" x 36"), and shall not be less than eleven inches by seventeen inches (11" x 17"). If multiple sheets are used they shall be accompanied by an index sheet showing the entire parcel at an appropriate scale. The application and number of copies shall be as specified on a form provided by the Planning Board. ~~If the plans submitted are 11" x 17" in size, a total of twenty five (25) copies of the plans shall accompany the application. If the plans prepared exceed 11" x 17" in size, a total of five (5) copies of such plans and twenty (20) sets of reduced-size copies (11" x 17") shall be submitted. The Plan shall include the following information.~~

### **Section 5.1 Special Regulations, General**

5.1. Procedures Requiring Site Plans - Applicants for Special Permits for uses so designated in Section 3.2 shall submit the application and number of copies as specified on a form provided by the special permit granting authority. ~~ten (10) copies of an application and a site plan to the special permit granting authority.~~ Applicants for multi-family and flexible development are encouraged to pursue Pre-Application Review prior to the formal application stage, which requires detailed plans.

### **Section 5.3.4.b.) Special Regulations, Major Residential Development**

5.3.4.b.) Applicants for Major Residential Special Permits shall file with the appropriate number of copies as specified on a form, provided by the Planning Board, ~~Town Clerk one (1) copy, and with the Planning Board twelve (12) copies (unless a lesser number of copies is allowed by specific vote of the Planning Board),~~ of and the following documents, which shall have been prepared by an interdisciplinary team including a registered land surveyor, a registered professional engineer, and a registered landscape architect

**Section 10.7.C.4.) Fisherville Smart Growth Overlay District, Application for Plan Approval:**

10.7.C.4.) A Site Plan prepared by a professional architect or registered professional engineer, at a scale of one inch equals forty feet (1" = 40'), or at other scale as may be necessary to show all detail clearly and accurately. Sheet sizes shall not exceed twenty-four inches thirty-six (24" x 36"), and shall not be less than eleven inches by seventeen inches (11" x 17"). If multiple sheets are used they shall be accompanied by an index sheet showing the entire parcel at an appropriate scale. The application and number of copies shall be as specified on a form provided by the Planning Board. ~~If the plans submitted are 11" x 17" in size, a total of twenty-five (25) copies of the plans shall accompany the application. If the plans prepared exceed 11" x 17" in size, a total of five (5) copies of such plans and twenty (20) sets of reduced-size copies (11" x 17") shall be submitted.~~

**Section 10.8.A. Fisherville Smart Growth Overlay District, Procedures, Filing**

10.8.A Filing: An applicant for Plan Approval shall file the application and all required submittals with the Town Clerk and shall also file with the PAA, the appropriate number of copies and supplemental documents as specified on a form provided by the Planning Board. ~~forthwith 20 copies of the application and the other required submittals with the PAA including notice of the date of filing with the Town Clerk.~~

**Section 13.8.A. North Grafton Transit Village Overlay District Procedures, Filing**

13.8.A. Filing: An applicant for Plan Approval shall file the application and all required submittals with the Town Clerk and shall also file with the PAA, the appropriate number of copies and supplemental documents as specified on a form provided by the Planning Board. ~~forthwith 20 copies of the application and the other required submittals with the PAA including notice of the date of filing with the Town Clerk.~~

or take any other action relative thereto.

Submitted by: Planning Board

And you are directed to serve this Warrant by posting up an attested copy thereof in some conspicuous place in each of the precincts of the Town at least fourteen days before said meeting.

Hereof fail not and make due return of this Warrant, with your doings thereon to the Town Clerk, at the time and place of meeting as aforesaid.

Given under our hands this \_\_\_\_\_ day of April in the year of our Lord Two Thousand Eighteen.

BOARD OF SELECTMEN

TOWN OF GRAFTON

\_\_\_\_\_  
Bruce Spinney III, Chairman

\_\_\_\_\_  
Sargon Hanna, Vice Chairman

\_\_\_\_\_  
Jennifer Thomas, Clerk

\_\_\_\_\_  
Craig Dauphinais

\_\_\_\_\_  
Brook Padgett

A TRUE COPY,  
ATTEST:

April \_\_\_\_, 2018

I have complied with the requirements of the above Warrant and with the Town of Grafton By-Laws by posting an attest copy of the Warrant in some conspicuous place in each of the precincts of the town on the above date.

\_\_\_\_\_  
Constable of Grafton

**NEW BUSINESS ITEM 4B: VOTE TO REVIEW AND SIGN – MAY 14,  
2018 SPECIAL TOWN MEETING WARRANT**

*If the Board is in favor of approving the drafted warrant:*

I MOVE the Board vote to sign the May 14, 2018 Special Town Meeting Warrant.

**NOTES:**

Town Counsel has reviewed the language of the warrant as well as Bond Counsel.

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF GRAFTON  
SPECIAL TOWN MEETING – MAY 14, 2018  
WARRANT**

**Worcester, ss:**

**To Any of the Constables of the Town of Grafton, in the County of Worcester**

**GREETING:**

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Grafton, qualified to vote in elections and Town affairs, to meet in the Grafton High School Auditorium at the Grafton High School on Monday, the Fourteenth Day of May, 2018 at Seven O'clock PM (7:00PM) and act on the following articles, to wit:

**ARTICLE 1. ADJUST FY18 BUDGET**

To see if the Town will vote to transfer from available sources a sum of money for the purpose of adjusting certain line items within the operating budget for FY18, or take any other action relative thereto.

Submitted by: Town Administrator

**ARTICLE 2. BALANCE FY18 SNOW & ICE ACCOUNT**

To see if the Town will vote to transfer a sum of money from available sources for the purposes of balancing the Snow & Ice Account, or take any other action relative thereto.

Submitted by: Town Administrator

**ARTICLE 3. AUTHORIZE PAYMENT OF PRIOR FISCAL YEAR BILLS**

To see if the Town will vote to authorize payment of any prior fiscal year bills from available sources or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 4. FUND FY18 UNEMPLOYMENT LIABILITY**

To see if the Town will vote to transfer a sum of money from available funds for the purposes of funding the Town's FY18 Unemployment Liability, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 5. SICK AND VACATION BUYBACK**

To see if the Town will vote to raise and appropriate and/or transfer a sum of money from available sources, to fund the accumulated sick and vacation leave buyback for retiring employees pursuant to the Town By-Laws and/or collective bargaining agreements, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 6. ASSESSORS VISION SYSTEM CONVERSION**

To see if the Town will vote to transfer a sum of money from available sources, to fund the Assessors conversion from Version 6.5 to Version 8 of Vision, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 7. SALE OF REAL PROPERTY AT 20 BLANCHARD ROAD**

To see if the Town will vote to authorize the Board of Selectmen to negotiate the sale of real property located at 20 Blanchard Road, identified on the Board of Assessor's Map 88 Lot161A, at the abutters request, for a sum of money not less than \$500, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 8. TRANSFER OF REAL PROPERTY AT 53 MILLBURY STREET**

To see if the Town will vote to authorize the Board of Selectmen to transfer real property located at 53 Millbury Street, identified on the Board of Assessor's Map 73 Lot 34, to the Affordable Housing Trust for a sum of money not less than \$350,000, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 9. PURCHASE OF REAL PROPERTY AT 20 CREEPER HILL ROAD**

To see if the Town will vote to authorize the Board of Selectmen to exercise the Town's right of first refusal under MGL ch.61A §14 for the purchase of real property located at 20 Creeper Hill Road, identified on the Board of Assessor's Map 10 Lot 2, and 18 Creeper

Hill Road, -identified on the Board of Assessor's Map 10 Lot 24 and Map 10 Lot 24A, to be used and developed at the direction of the Board of Selectmen, upon such terms and conditions as the Board of Selectmen determine to be in the best interests of the Town, for a sum of money not less than \$350,000, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 10. PURCHASE OF REAL PROPERTY AT 73R OLD WESTBORO ROAD**

To see if the Town will vote to authorize the Board of Selectmen to exercise the Town's right of first refusal under MGL ch.61A §14 for the purchase of real property located at 73 Rear Old Westboro Road, identified on the Board of Assessor's Map 39 Lot 4.A, to be used and developed at the direction of the Board of Selectmen, upon such terms and conditions as the Board of Selectmen determine to be in the best interest of the Town, for a sum of money not less than \$1,000, or take any other action relative thereto.

Submitted by: Town Administrator

#### **ARTICLE 11. INCREASE REVOLVING ACCOUNT SPENDING LIMIT**

To see if the Town will vote to amend Article 8 of the May 2017 Annual Town Meeting and increase the Board of Health Vaccine Administration revolving account spending limit for FY18 from \$10,000 to \$20,000, or take any other action relative thereto.

Submitted by: Board of Health

#### **ARTICLE 12. CPC – AFFORDABLE HOUSING RESERVE ADJUSTMENT**

To see if the Town will vote to appropriate \$884.44 from the fiscal year 2018 Community Preservation Fund Balance for CPC Purposes, to correct the CPA 10% set aside requirement, or take any other action relative thereto.

Submitted by: Community Preservation Committee

#### **ARTICLE 13. CPC – HISTORIC PRESERVATION RESERVE ADJUSTMENT**

To see if the Town will vote to appropriate \$884.44 from the fiscal year 2018 Community Preservation Fund Balance for CPC Purposes, to correct the CPA 10% set aside requirement, or take any other action relative thereto.

Submitted by: Community Preservation Committee

#### **ARTICLE 14. CPC – OPEN SPACE RESERVE ADJUSTMENT**

To see if the Town will vote to appropriate \$884.44 from the fiscal year 2018 Community Preservation Fund Balance for CPC Purposes, to correct the CPA 10% set aside requirement, or take any other action relative thereto.

Submitted by: Community Preservation Committee

DRAFT



And you are directed to serve this Warrant by posting up an attested copy thereof in some conspicuous place in each of the precincts of the Town at least fourteen days before said meeting.

Hereof fail not and make due return of this Warrant, with your doings thereon to the Town Clerk, at the time and place of meeting as aforesaid.

Given under our hands this \_\_\_\_\_ day of April in the year of our Lord Two Thousand Eighteen.

BOARD OF SELECTMEN

TOWN OF GRAFTON

\_\_\_\_\_  
Bruce Spinney III, Chairman

\_\_\_\_\_  
Sargon Hanna, Vice Chairman

\_\_\_\_\_  
Jennifer Thomas, Clerk

\_\_\_\_\_  
Craig Dauphinais

\_\_\_\_\_  
Brook Padgett

A TRUE COPY,  
ATTEST:

April \_\_\_\_, 2018

I have complied with the requirements of the above Warrant and with the Town of Grafton By-Laws by posting an attest copy of the Warrant in some conspicuous place in each of the precincts of the town on the above date.

\_\_\_\_\_  
Constable of Grafton

**DISCUSSION ITEM 8A: MEETING MINUTES FOR APRIL 3, 2018**

*If the Board so approves of the drafted minutes:*

I MOVE the Board vote to approve the drafted meeting minutes of April 3, 2018.



**TOWN OF GRAFTON**  
GRAFTON MEMORIAL MUNICIPAL CENTER  
30 PROVIDENCE ROAD

GRAFTON, MASSACHUSETTS 01519  
(508) 839-5335 ext 1100 • FAX (508) 839-4602

[www.grafton-ma.gov](http://www.grafton-ma.gov)

**BOARD OF SELECTMEN  
MEETING MINUTES**

April 03, 2018  
Municipal Center, Conference Room A  
7:00 p.m.

**CALL TO ORDER**

A regular meeting was called to order at 7:00 p.m. Present was Chairman Bruce Spinney III, Vice Chair Sargon Hanna, Clerk Jenifer Thomas, Craig Dauphinais and Brook Padgett. Staff present was Town Administrator Tim McInerney, Assistant Town Administrator Rebecca Meekins, and Administrative Assistant Nicole Larson.

**ANNOUNCEMENTS**

Mr. Spinney made the following announcements:

- The Friends of the Grafton Public Library Presents Container Gardening with Guest Speaker, Pam Hill, Master Gardner. The event will be held on Saturday April 7, 2018 at the Community Barn, located on Wheeler Road in North Grafton. Please see the news and announcement for this event on our web page for more details
- Volunteers are needed for the annual Earth Day River Cleanup, sponsored by the Blackstone River Watershed Association and held on Saturday, April 14 from 1pm to 3 pm. BRWA will be partnering up with Volunteers-In-Parks program of the Blackstone Heritage Corridor. Make a difference by volunteering just a few hours of your time to clean up trash and various debris that pollute our waterways along rivers, streams, ponds, wetlands and shorelines.
- Community Meeting with Grafton Upton Railroad will be held in the Auditorium of the Grafton High School tomorrow night, April 4<sup>th</sup> at 7pm to discuss questions submitted pertaining to the Liquid Propane Facility

**SCHEDULE ITEM 1A: PUBLIC HEARING WITH PLANNING BOARD: DISCUSS AND VOTE ON HOUSING PRODUCTION PLAN**

Present for the Hearing were Chairman Michael Scully, Vice-Chair Robert Hassinger, Clerk J. Daniel Graham, Linda Hassinger, David Robbins and Associate Member Sharon Carroll-Tidman. Staff present was Town Planner Joseph Laydon. Chairman Scully called Planning Board Meeting to order at 7:02 pm.

Mr. Laydon gave a brief overview of the changes, including affordability and the towns ability to attain the suggested 10% of affordable housing. Presenting was Karen

BOARD OF SELECTMEN MINUTES

April 03, 2018

Page 1 of 7

42 Sunnarborg, Housing Consultant. Ms. Sunnarborg reviewed the purpose of the new plan,  
43 noting that the last plan was completed in 2013. The plan includes affordable housing  
44 production goals, currently 36 units/year. A town which meets the goal will receive a  
45 certificate which provides the ZBA with the ability to deny 40B project application.  
46 Affordable housing is defined by HUD. Grafton is well on its way to attaining its Housing  
47 Production goal. She noted the deadline guidelines for qualifying developments towards  
48 that goal prior to the coming of the upcoming plan.

49 Demographic and economic trends were presented as well as housing trends. She noted  
50 the median single-family house has been decreasing over the last 5 years. She discussed  
51 priority groups and production strategies which include fostering development for Town-  
52 owned land and creating a homebuyer Assistance Programs. Operating and outreach  
53 strategies included expanding professional planning resources and conducting annual  
54 audits and Ms. Sunnarborg noted incentives for flexible development bylaw for affordable  
55 housing that encompasses cluster housing which allows for more open space as well.

56 Challenges with including assisted living and independent living as affordable housing  
57 were noted. Mr. Spinney discussed the application process for Prentice Place. Ms.  
58 Sunnarborg added that the current plan expires on July 28, 2018 and added that if the  
59 comprehensive permit is granted after that date, but before filing the new plan, the  
60 affordable units will not count toward the Town's affordable goal.

61 **MOTION** by Mr. Hassinger, **SECOND** by Mr. Robbins, to approve the Housing Production  
62 Plan as presented. **MOTION** carried unanimously 5 to 0.

63 **MOTION** by Mr. Hanna, **SECOND** by Mr. Padgett to approve the Housing Production  
64 Plan as presented. **MOTION** carried unanimously 5 to 0.

65 **MOTION** by Mr. Hassinger, **SECOND** by Mr. Robbins, to adjourn Planning Board.  
66 **MOTION** carried unanimously 5 to 0.

67 Planning Board adjourned at 7:45 pm.

68 **MOTION** by Mrs. Thomas, **SECOND** by Mr. Hanna, to approve Grafton as a Housing  
69 Choice Designee and authorize the Chair to sign the application for submission. **MOTION**  
70 carried unanimously 5 to 0.

71 **SCHEDUL ITEM 1B: COMMITTEE TO FIX NATURAL GAS LEAKS – CONSUMER**  
72 **COST PROTECTION BILL – DISCUSS AND VOTE TO SIGN RESOLUTION**

73 The Board passed over this item as requested by the Committee to Fix Natural Gas Leaks  
74

75 **NEW BUSINESS ITEM 4A: VOTE TO SIGN – RATE CONTRACT WITH HARVARD**  
76 **PILGRIM HEALTH CARE**

77 Present for the discussion was Ken Lombardi and Denise Ethier-Cole representing NFP.  
78 Mr. Lombardi noted the importance of getting the plan rolled out in a timely matter to make  
79 for a smooth transition on July 1, 2018 for employees and retirees covered under the  
80 Town. Enrolled employees will have 3 plan options, varying in network sizes and rates.  
81 The Seniors will also have 3 plans available as well, Fallon being one. Mr. McInerney  
82 noted the total increase to the budget was \$116,000 with an overall increase rate of 6.5%.  
83 Public Bargaining Committee (PEC) requirement negotiations are mutually exclusive of  
84 this plan.

85 The Board discussed the options available for seniors and the cost of the Fallon option,  
86 requested by the PEC to provide consistency with provider availability. Mr. Dauphinais  
87 expressed his interest in reducing the options to 2 and omitting the Fallon option to save  
88 the Town money. Ms. Ethier-Cole noted that most of the employees are currently enrolled  
89 in Fallon.

90 **MOTION** by Mr. Hanna, **SECOND** by Mr. Padgett, to authorize the Chair to sign the  
91 Harvard Pilgrim Active Employee Application. **MOTION** carried unanimously 5 to 0.

92 **MOTION** by Mr. Hanna, **SECOND** by Mr. Padgett, to authorize the Chair to approve the  
93 Group Information Form. **MOTION** carried unanimously 5 to 0.

94 **MOTION** by Mr. Hanna, **SECOND** by Mr. Padgett, to authorize the Chair to sign the Tufts  
95 Senior Plan Application. **MOTION** carried 4 to 1.

96 **MOTION** by Mr. Hanna, **SECOND** by Mr. Thomas, to authorize the Chair to sign the  
97 Fallon Senior Plan Application. **MOTION** carried 4 to 1.

98 **MOTION** by Mr. Hanna, **SECOND** by Mrs. Thomas, to authorize the Chair to sign the  
99 AETNA Senior Plan RX application as part of the Harvard Pilgrim Senior Plan. **MOTION**  
100 carried unanimously 5 to 0.

101 **MOTION** by Mr. Hanna, **SECOND** by Mrs. Thomas, to authorize the Chair to sign the  
102 Harvard Pilgrim Senior Medical Plan Application. **MOTION** carried unanimously 5 to 0.

103 **NEW BUSINESS ITEM 4B: VOTE TO SIGN – CONTRACT FOR OWNERS PROJECT**  
104 **MANAGEMENT FOR LIBRARY RENOVATIONS**

105 Mr. McInerney noted the negotiation details of the contract and recommended D.A.  
106 Sullivan as the OPM along with contracting Andy Deschenes as the Clerk of the Works.  
107 Mr. Deschenes spoke to the Board in support of Mr. McInerney recommendation.

108 **MOTION** by Mr. Dauphinais, **SECOND** by Mr. Padgett, to sign the contract with D.A.  
109 Sullivan for the Owners Project Management for the Library Renovations. **MOTION**  
110 carried unanimously 5 to 0.

**AMENDED MOTION** by Mr. Dauphinais, **SECOND** by Mr. Hanna, to sign the contract with D.A. Sullivan for the Owners Project Management for the Library Renovations. **MOTION** carried unanimously 5 to 0.

**NEW BUSINESS ITEM 4C: VOTE TO SET THE BALLOT FOR DEBT EXCLUSION FOR MAY 15, 2018 – DOORS AND WINDOWS FOR NORTH GRAFTON ELEMENTARY SCHOOL**

Present for the discussion was Daniel Gale, Director of Finance for the School Department who discussed the needs for the updated to the building. He noted the potential savings in heating costs could be up to \$10K per year. Mr. Dauphinais noted burden on the tax payers with the Library and DPW projects underway and was not in support of the project with the proposed rate of return. Mr. Spinney noted his preference to get this on a long-term capital plan. Mr. Gale noted the issue of comfort in the classroom due to the old inefficient window, however no noticeable leaking has occurred to his knowledge. The Board discussed the availability of funds from MSBA now.

Mr. McNerney discussed the need to submit a signed Ballot Warrant to the Town Clerk's office by April 10, 2018.

**NEW BUSINESS ITEM 4D: VOTE TO REVIEW AND SIGN – MAY 14, 2018 ANNUAL TOWN MEETING WARRANT**

**NEW BUSINESS ITEM 4E: VOTE TO REVIEW AND SIGN – MAY 14, 2018 SPECIAL TOWN MEETING WARRANT**

Mr. McNerney reviewed the Articles in the warrant. He noted that Article 9 would be deleted if the Board is not in support of renovations to North Grafton Elementary School. Mr. McNerney and Ms. Meekins noted the details behind the funding for said Article 15, pertaining to the Cable Studio.

Mr. Laydon presented several details pertaining to the request for funding for the Institute Woods Trail Feasibility Study. Mr. Laydon reviewed the proposed Zoning By-Law.

The Board discussed the Article pertaining to 20 Blanchard Road. The option of a deed restriction was suggested.

Mr. Spinney requested that a market analysis be completed for the Hudson Ave property in time to get the transfer of land to the Affordable Housing placed on the warrant for this May Town Meeting. The property at 20 Creeper Hill and 73R Old Westboro Road (formally referred to as 43 Estabrook Road) property was also requested to be placed on the warrant for this Town Meeting.

**MOTION** by Mrs. Thomas, **SECOND** by Mr. Padgett, to sign the Annual Town Election Warrant as presented by the Town Administrator. **MOTION** carried unanimously 5 to 0.

**ITEM 5: SELECTMEN REPORTS / TA REPORTS**

Mr. McNerney gave updates on the following topics:

- Town Meeting Warrant and Special Town Meeting will be signed on the 10<sup>th</sup> of April.
- IMA agreement will be reviewed on April 17, 2018 for the Health Alliance Renewal.
- On April 17 we want to have a public hearing on electric aggregation as we should try and continue to program in my opinion
- Staff is attending a Chamber of Commerce event on April 5, 2018.

#### **DISCUSSION ITEM 7B: BUILDING PERMIT FEE INCREASE**

Present for the discussion was Mr. Berger, Building Inspector and Zoning Enforcement Officer. Mr. Berger spoke to the Board pertaining to the revenue created by Building Permit Fees. Mr. Spinney noted that the fees were raised in 2015 and that he was not in support of making the change at this time. Mr. Dauphinais suggested making the new construction fees higher to collect more money for the Town. The incurred cost of the maintenance fees for the new permitting software was discussed and proposed to come out of these fees. Mr. Hanna expressed his concern that raising fees would deter interest to build in Grafton.

**MOTION** by Mr. Padgett, **SECOND** by Mr. Dauphinais, to raise the permit fees to \$7.  
**MOTION** carried 3 to 2.

#### **DISCUSSION ITEM 7A: FUNDING FOR SUPER PARK**

Mrs. Thomas noted she did not make the request for the item but gave the Board a review the status of the project. She noted the topic of finalizing the plan for parking of the Library Renovations. She noted site challenges have also been a factor for hold up of the progress. It was noted that the funds could be reallocated at Town Meeting. Mr. Dauphinais suggested that the funds be release and that funds for the project be sought through the Community Preservation Committee (CPC). It was noted that CPC typically will only match funding. Mrs. Thomas suggested requesting final funds from CPC, then approaching Town Meeting to decide if there is still support for the project before we decide to reallocate the money. The Board agreed to wait to see what happens in the Fall before reallocating the funds.

#### **DISCUSSION ITEM 7C: PAY AS YOU THROW (PAYT) TRASH BAG FEE**

Ms. Meekins presented the slideshow to the Board and noted the increase on the small and large bags last year. She noted the increase in the manufacturing cost on the bags. The Board was asked if they would like to increase the trash bag fee for the upcoming year. Ms. Meekins gave a brief comparison to surrounding towns, to which Grafton was comparable. Mr. Hanna suggested keeping the increase consistent with the rate of increase for the manufacturing cost.

#### **ITEM 6: CORRESPONDENCE**

Mr. Spinney discussed a meeting date with the School Committee. The Board determined that April 12<sup>th</sup> would be suitable for a joint meeting with School Committee.

**DISCUSSION ITEM 7D: POSSIBILITY OF JOINT MEETING WITH BOARD OF HEALTH**

The request was made for a joint meeting with the Board of Health including a constructive meeting to discuss the Alliance as well as to provide input and after-hours response time. The Board determined that it would be best to have the Board of Health attend the meeting on April 17, 2018 and have staff extend an invite.

**MEETING MINUTES ITEM 8A: BOARD OF SELECTMEN – MARCH 6, 2018**

**MEETING MINUTES ITEM 8A: BOARD OF SELECTMEN – MARCH 20, 2018**

**MOTION** by Mr. Hanna, **SECOND** by Mrs. Thomas, to approve the drafted meeting minutes of March 6<sup>th</sup> and 20<sup>th</sup>, 2018. **MOTION** carried unanimously 4 to 0.

**ADJOURN**

**MOTION** by Mr. Hanna, **SECOND** by Mr. Dauphinais, to adjourn the meeting. **MOTION** carried unanimously 5 to 0. Meeting adjourned at 10:21 p.m.

**EXHIBIT LIST:**

- Public Hearing: Chapter 61A – Vote To Exercise First Right Of Refusal – 20 Creeper Hill Road – Included The Following:
  - Memorandum to Tim McInerney, from Rachel Benson, Subject: Housing Choice Designation Program, dated March 28, 2018; 1 page.
  - Correspondence from Dan Crossin, To Board Members, dated March 21, 2018; 1 page.
  - Housing Production Plan Presentation Slides, no date; 12 pages.
  - Housing Production Plan, March 2018, Prepared by Karen Sunnarborg, 98 pages.
- Committee of Natural Gas Leaks – Consumer Cost Protection Bill – Discuss and Vote to Sign Resolution – Includes The Following:
  - Proclamation, dated April 3<sup>rd</sup>, 2018; 1 page.
  - Correspondence to Chairman Spinney, from Anne Baskowski and Ann Marie Foley, dated March 16, 2018; 1 page.
  - Why Gas Leaks Matter, prepared by Mothers Out Front, no date; 1 page.
  - Town of Framingham, Massachusetts Resolution, dated June 20, 2017; 1 page.
  - Resolution in support of Massachusetts House Bill 2683/Senate Bill 1845; no date; 1 page.
  - Email from Anne Baskowski, Subject: The Consumer Cost Protection Plan, dated February 11, 2018; 2 pages.



- Vote to Sign – Rate Contract with Harvard Pilgrim Health Care, includes the following:
  - Harvard Pilgrim Health Care Rate Contract, Effective Date 07/01/2018 – 06/30/2019; 1 page.
  - Group Information Form, no date; 1 page.
  - Aetna Group Employer Medicare Advantage Plan and Medicare Prescription Drug Plan Application, no date; 5 pages.
  - Harvard Pilgrim Health Care Rate Contract, Effective Date 07/01/2018 – 06/30/2019; 1 page.
  - Tufts Health Plan, New Group Application For Retirees, effective date July 1, 2018, signed by Paula Giokas; 2 pages.
  - Fallon Senior Plan Premier HMO, 2018 rate & benefits agreement for Town of Grafton, no date, 1 page.
  - Rate Chart, Town of Grafton, no dated; 1 page.
- Vote to Sign – Contract for Owners Project Management for Library Renovations – D.A. Sullivan, dated April 3, 2018; 22 pages.
- Vote to Set the Ballot for Debt Exclusion for May 15, 2018 - Doors and Windows for North Grafton Elementary School
  - Memorandum To Tim McInerney, Board of Selectmen and Capital Improvement Planning Committee, Re: FY19 Capital Plan, dated January 31, 2018; 1 page.
- Draft Annual Town Election Warrant, dated April 3, 2018; 5 pages.
- Draft Annual Town Meeting Warrant, dated April 3, 2018; 15 pages.
- Draft Special Town Meeting Warrant, dated April 3, 2018; 4 pages.
- Building Permit Fees Analysis, Operation Cost Including Overhead, prepared by Robert Berger, no date, 4 pages.
- Pay As You Throw (PAYT) Trash Bag Fee Analysis, prepared by Rebecca Meekins, dated April 3, 2018; 8 pages.
- Draft Meeting Minutes from Board of Selectmen Meeting held on March 6, 2018; 5 pages.
- Draft Meeting Minutes from Board of Selectmen Meeting held on March 6, 2018; 7 pages.

**Approved by the Board of Selectmen on \_\_\_\_\_.**